

# *Sangamon Valley LEPC*

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## **AGENDA**

*January 17, 2013*

*8:30 AM*

*Office of the State Fire Marshal  
1035 Stevenson Drive  
Springfield, IL 62703*

*Meeting called to order by David Butt, Chairman*

*Approval of minutes from last meeting (11/15/2012)*

*Self-introductions*

*Recognition of LEPC Members*

*Welcome to Visitors*

*Old Business*

*Chlorine Used for Water Disinfecting*

*Hazard Vulnerability Assessment for Memorial Medical Center*

*2013 Update of Sangamon County Emergency Operations Plan*

*Open Meetings Act Training*

*ETSD Site Addressing Project for the Sangamon County Dispatch Center*

*Independent Contractor's Report on Progress of Site Specific Planning Project*

*Project Progress*

*Chair's Comments*

*New Business*

*Contract with Independent Planner*

*Summary Report Relative to LEPC Activities During 2012*

*Exercise with Growmark, Inc. Menard Terminal on December 17, 2012*

*U.S. Post Office exercise (Summer 2013)*

*Open House at new Sherman Police Dept./EMA facility*

*Other Business*

*Other business old or new*

*Next meeting: March 21, 2013, at Sangamon County Dispatch Center (2000 Shale Road)*

*Motion to adjourn*

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## **MINUTES OF THE SANGAMON VALLEY LEPC MEETING – January 17, 2013**

**Call to Order** - The Chair, David Butt, called the meeting to order at 8:30 am, at the State Fire Marshal's Office Auditorium, 1035 Aldai Stevenson Drive, Springfield IL 62703.

There was a quorum with 23 members present: Mike Ashenfelter, Springfield Metro Sanitary District (SMSD); John Brennan, Memorial Medical Center (MMC); David Butt, Sangamon County OEM; Brian Churchill, St. John's Hospital; Joe Crowe, Athens/Fancy Prairie Fire Department; Roger Cruse, Ameren Illinois; Alicia Davis-Wade, Menard County Department of Public Health; Amy Eden, American Red Cross; Tracy Garrison, Sangamon County GIS; Larry Graf, Menard County EMS; Stephanie Howard, MMC; Joe Kloba, Sangamon County 9-1-1; Tim Krell, Sangamon County Board; Greg Lokaitis, Springfield Police Department; Mike Lopez, Sangamon County 9-1-1/ Village of Jerome; Pat Metz, City Water, Light and Power (CWLP); Mike Moos, Sherman EMA; Dick Rentschler, MABAS Division 48; Louie Rogers, Riverton Area Protection District; Beth Skeeters, Illinois Air National Guard; Diana Wade, Sangamon County Department of Public Health; Kevin Wade Menard County Rescue Squad; and Linda Wheeland, Springfield-Sangamon County Regional Planning Commission.

**Approval of the Minutes** - Minutes from the LEPC meeting of November 15, 2012, were distributed via e-mail prior to this meeting. A motion was made by Diana Wade, seconded by Pat Metz and approved unanimously to accept these minutes.

**Introductions** - Self-introductions were made by the members in attendance. Four visitors were present: Matt Helms, Independent Contractor; Kathy Allen, Illinois Emergency Management Agency (IEMA); Russ Steil, IEMA, and Anu Meka, Illinois Department of Public Health. Mike Ashenfelter, Joe Crowe, Stephanie Howard, Greg Lokaitis and Kevin Wade were recognized as new members of the LEPC.

### **Old Business**

Chlorine Used for Water Disinfecting – The Chair reported that all drinking water plants in Sangamon County have replied to the LEPC with Material Safety Data Sheets (MSDS). There are 2 different chemicals being used: either an Extremely Hazardous Substance (EHS), Chlorine (Cl), or a non-EHS, Sodium Hypochlorite (NaOCl). Of the 8 drinking water plants in Sangamon County, 5 use Cl: CWLP, Curran-Gardner Water District, Mechanicsburg-Buffalo Water District, village of Dawson and village of Illiopolis. There are 3 using NaOCl: South Sangamon Water District, village of Pleasant Plains and village of Riverton. Larry Graf has contacted 4 drinking water plants in Menard County: city of Athens – waiting for reply, village of Greenview – Cl, city of Petersburg – NaOCl, and village of Tallula – NaOCl. Our member, Jim Strutz, is trying to gather data about where waste water is treated within our planning district, besides SMSD. Mike Ashenfelter is presently gathering MSDS for all chemicals used at SMSD. SMSD uses Cl. Larry has information from city of Petersburg that NaOCl is used for waste water treatment. Louie Rogers knows that village of Riverton uses Cl for waste water treatment.

Hazard Vulnerability Assessment (HVA) for MMC – John Brennan paired onto our welcome for Stephanie Howard, the announcement of his imminent retirement from MMC. John was a charter member of this LEPC when we organized in 2000. We wish him well. MMC had no deficiencies with the Joint Commission (JC) after last November's review. He thanked the LEPC for responding to a request for a community partner when meeting with the JC, by sending the Chair after last meeting's conclusion. The HVA that John reviewed with us at that last meeting was accepted by the JC. Work has already begun on MMC's next HVA and the Chair participated with its working group.

2013 Update of Sangamon County Emergency Operations Plan (EOP) – The next biennial update of the Sangamon County EOP is due in April. Its submission goes to Russ Steil. The Chair recognized LEPC members Diana Wade, Amy Eden, Brian Churchill, John Brennan, Bill Russell and Tracy Garrison for help they are providing.

Open Meeting Act (OMA) Training – New LEPC members have 90 days to complete OMA training. Several have already done so and provided their certificates of completion to the Chair. We are lacking certificates that are past due to us from Billy Ousley, Michelle Eccles and Sam Luckey. A discussion ensued about what steps we should take where we lack today these 3 certificates that are required by state law. Mike Lopez identified that his village board was advised by counsel that a public body would not be in compliance with the OMA if it retained members without training credentials. He recommended that these 3 members needed to be dropped from our membership. However, noting that Sam Luckey is a Curran Village Board member, we should continue to try to get Sam's certificate for training that he surely has taken. Mike Moos stated that we should tell these members that they will always be invited visitors to any of our future meetings. The Chair will follow through on these wishes of the committee. Pat Metz recognized that we will be losing our only member in the Media category. The Chair concurred and has reached out to the publisher of the Illiopolis Sentinel and her husband without reply (note – an unread e-mail to the Chair sent at 6:54 pm on 1/16/13, is an acceptance of our invitation by Cindy Wilson, Illiopolis Sentinel publisher, who will take her OMA Training). Other thoughts from the Chair are to reach out to the news director for WUIS radio, the 2 reporters at the statehouse bureau for WAND TV or the news director for WICS Channel 20.

Addressing Project for Sangamon County Dispatch Center – Mike Lopez was given the floor. We will be able to see how this project has progressed at our next meeting which will be held at the Sangamon County Dispatch Center. Today, Mike believed we needed to hear about an amendment to the Illinois Premise Alert Program (PAP) Act which took effect at the beginning of the month. It is now incumbent upon all residents of Illinois with home oxygen to contact their local fire department or emergency response department to inform them of the home oxygen. As word is just now circulating of this requirement, it appears to be burdensome on this special needs population. Many calls from affected persons in Sangamon County have come to Mike at the Dispatch Center in the past few days. He asked for input from our committee for suggestions on how to address hardships being placed on these residents. It was determined that this amendment will require action by the Joint Committee on Administrative Rules for implementation. Russ Steil wondered who would be found at fault if an unreported home with oxygen had a fire. Mike Moos believed that this law's burden falls on the home owner. Kevin Wade observed that the oxygen retailer, who most often makes home deliveries, has the best capacity to prepare whatever documentation will be required for the special needs person. Mike Lopez thanked everyone for the brainstorming on this new topic that has just become a mandate.

Independent Planner's Report on the Site Specific Planning Project – Matt Helms reported on project progress. Since our last meeting, he has completed plan updates for 19 plans, but has not had the time to pursue writing any new plans. The updated plans were for Winfield Solutions, 9 Verizon Wireless sites, both bulk terminals storing fuel, 2 Windstream Corp. sites and 5 of the 9 Brandt Consolidated sites. The Chair directed everyone's attention to a list of our 92 active plans and the month when each plan is due for its update. He said that there have been conversations between himself and Matt over the past 2 months about the large number of plans needing updates and whether demands on Matt's time were making it more difficult to pursue new plans still needing to be written.

## **New Business**

Contract with Independent Planner – The Chair told the committee that with Matt's approval he has talked with Louie Rogers about taking on duties as a second planner working for the LEPC as an independent contractor. A motion was made by Mike Lopez and seconded by Alicia Davis-Wade to open discussion for entering into a contract with a second independent planner. Louie tendered his resignation from the LEPC in order to be able to be considered for the position. A discussion ensued about spreading work between 2 people and, with input from Kathy Allen, whether we are able to contract with Louie. Mike Lopez amended his motion to provide for the LEPC to enter into a contract with Louie Rogers as a second independent planner for the LEPC at the same compensation levels now in effect for Matt Helms. The motion to amend was seconded by Alicia Davis-Wade. The amended motion was approved unanimously. The Chair will execute a contract with Louie Rogers.

Summary Report Relative to LEPC Activities During 2012 – A draft of this summary report had previously been distributed via e-mail. The Chair reviewed our year's activity as documented. The numbers were generally allowed to speak for themselves, but emphasis was given to over 6,200 miles driven by Matt during the year. Highlighted within the summary report are the 5 goals of this LEPC along with our progress and reliability toward meeting them. By our goals, we exceed the mission of our LEPC. The Chair specifically thanked Kathy for her efforts to assist us with grant funding, noting the effort required during June to prepare our application for the Hazardous Materials Emergency Preparedness planning grant. We applied for \$35,310 for the current federal fiscal year and were notified just this week that our application was fully funded. A motion was made by Mike Moos, seconded by Beth Skeeters and approved unanimously to submit the Summary Report Relative to LEPC Activities During 2012 to IEMA as presented.

Exercise with Growmark, Inc. Menard Terminal on December 17, 2012 – Joe Crow was alerted of Growmark's intent to hold a tabletop exercise for its Menard Terminal with 10-days notice. Joe contacted Larry who contacted the Chair who contacted Matt and there were 4 of us from the LEPC participating in the exercise. Joe described the scenario which was a spill from a transportation accident on the terminal property as a loaded truck/trailer departed from the loading bay. He identified first response by the terminal staff and surrounding fire departments, pointing out areas of concern for which Growmark will need to help. Larry said that the first shortcoming is with water at the terminal site. The nearest hydrant is not working and without efforts to improve it, a state highway will need to be closed to allow hose to be laid across it. Matt explained that water is needed to activate foam used to prevent a fire from the fumes released by the spill. The Chair told how the recent elimination of the 183d Fighter Wing Air National Guard Fire Department took away our source of foam previously available within the northern portion of our planning district. Joe believes that the Growmark corporate staff accepted our message that they need to better equip the well-organized local manpower that we have for first response to this site. He thanked the LEPC for helping him and the Greenview fire chief develop this message and present it to Growmark.

U.S. Post Office Exercise (Summer 2013) – Diana Wade told about a planning meeting held this week at the Cook Street Post Office for an August exercise to consider the detection of Anthrax while mail is being cancelled in Springfield. Amy Eden, Anu Meka and the Chair also attended the meeting. Biohazards have similarities to the chemical hazards that the LEPC addresses. The Springfield Hazmat Team will respond to both. The Chair noted for the committee that the Cook Street Post Office filed its initial Tier 2 Report last spring for an EHS and that it is one of our sites for which we need to write a new plan.

Open House at new Sherman Police Dept./EMA facility – All members received a flyer inviting them to the Open House scheduled for the afternoon of January 25 being held for Sherman's local partners, ahead of the general Open House scheduled for the morning of January 26. Illini Bank donated its previous bank building beside the Sherman library and the village followed several wise approaches to remodel it. They are proud of their new facility and hope we can all come to view it first hand.

**Other Business** - The next LEPC meeting is scheduled for 8:30 am, March 21, 2013, at the Sangamon County Dispatch Center (2000 Shale Road). Mike Lopez, Joe Kloba and their boss, Dave Dodson, will be our hosts. There being no further business, a motion was made by Mike Moos, seconded by Tracy Garrison and approved unanimously to adjourn the meeting at 10:07 am.